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**Business Technology Alignment (BTA)  
Architecture Working Group (AWG) Meeting Minutes  
August 21, 2002**

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| <b>Location:</b>                 | 830 1 <sup>st</sup> Street, NE, WDC Rm. 103B2, 2:00 –3:00  |
| <b>Members Attending:</b>        | Emanuel Bundy (substituting for Anna Allen)<br>Denise Hill<br>Paul Hill, Jr.<br>Bruce Kingsley (substituting for Paul Peck)<br>Robert Laurence<br>Ray Thomas<br>Jay Walker (substituting for Carl Porter)<br>--<br>Karen Anderson<br>Bill Malyszka |
| <b>Absent:</b>                   | John Gaeta<br>Martin Renwick<br>Ron Sann<br>Howard Weitzner  |
| <b>Invitees:</b>                 | David Elliott<br>Mike Fillinich<br>Alex Lefur<br>Ganesh Reddy<br>Jeff Robinson<br>Jeanne Saunders<br>Josh Stauffer<br>Keith Wilson   |
| <b>Agenda:</b>                   | <ul style="list-style-type: none"><li><input type="checkbox"/> Opening</li><li><input type="checkbox"/> ITA Upgrades &amp; Changes</li><li><input type="checkbox"/> Options for Solving an Application Performance Issue</li></ul>                 |
| <b>Issues/Risks:</b>             | None   |
| <b>New Action Items:</b>         | None   |
| <b>Outstanding Action Items:</b> | None   |
| <b>Decisions:</b>                | None   |
| <b>Next Meeting:</b>             | <b>Wednesday, September 11, 2002</b><br><b>2:00pm to 3:00pm</b><br><b>Room 103B2, 830 1<sup>st</sup> St. NE</b>  |

Meeting Discussion Items:

- Opening

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- Several action items that emerged from the AWG member feedback interviews were discussed with the following decisions:
    - The members agreed to meet once a month for 1½ hours instead of twice a month for 1 hour.
    - The BTA team is committing to getting meeting materials to AWG members before the meeting so that the materials can be circulated to get comments from the members' teams before the meeting.
    - The members from business channels will invite a technical representative to attend AWG meetings. These members will not be voting members but will serve to provide technical commentary from the business channel perspective.
  - The AWG members decided to defer deciding to adopt the Electronic Mass Mailing technical recommendations until Martin Renwick, the sponsor of the research, is present.
  - ITA Upgrades & Changes
    - Over the next year, there are several planned upgrades to VDC servers that impact nearly all FSA modernized applications. These upgrades are described in the attached deck. Many of the upgrades are necessary because presently deployed software products will no longer be supported. These upgrades also provide potential performance increases and feature enhancement.
    - It is important to note that the ITA will be reaching out to each application team impacted to ensure that they are aware of how their application will be impacted and assist in planning changes that the applications will need to complete, when necessary. The application teams would like more information on the financial impact of application development or testing costs they will need to budget for FY03.
    - The upgrades will be tested on systems that mirror production systems. There is also time built into the plan for assuring stability of one upgrade before proceeding to the next upgrade.
    - There are several dependencies within the upgrade plan that were alluded to during the meeting.
  - Options for Solving an Application Performance Issue
    - Because of usage spikes in FAFSA on the Web application, a solution was sought that would help alleviate the network constraints during such a spike. Content caching was identified and solutions were researched.
    - Akamai's EdgeSuite service was selected to provide content caching. This will provide caching at up to 13,000 of Akamai's servers. Only generic content will be

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cached and all content will be SSL encrypted during transport between the user, Akamai, and the VDC. No user specific content will be cached at any time.

- This is expected to drastically reduce the actual hits on the VDC by users. Other Akamai services will enhance security by filtering many of the hits to the VDC that may have otherwise been identified as intrusions. The VDC will effectively be invisible to the users creating an “IP moat”.
- EdgeSuite is also capable of caching some of the business logic components typically served at the VDC. It will also provide web statistics to complement the Web Trends reports currently generated at the VDC.
- The degree of implementation and the specific services within the EdgeSuite which are used will depend on the cost case that can be made.
- If content being cached by EdgeSuite is changed or updated by its owner, the owner will be responsible for seeding that content into the caches. A procedure will be needed for this.
- Other channels besides students will be able to make use of this service and as more testing and performance metrics are available, the AWG will be updated on the results. This service is used by the USGS, FBI, and other major content delivery sites both government and private sector.